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# The United States Federal Official Publications

## Collection Guide

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# The United States Federal Official Publications **Collection Guide**

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This information guide is designed as a starting point for the reference and informational use of United States official publications at the National Library of Canada.

The National Library's collection of United States federal government publications is unique in Canada. It supports research in the social sciences and humanities and contains material of importance to Canadian studies. Particular strengths of the collection are current and retrospective congressional, statistical, and educational material. The materials comprise governmentally published hardcopy items and commercially produced hardcopy and microfiche items. As of January 1984, the collection consisted of some 90 000 printed items and over a million microfiche.

The major types of federal government publications are:

- a) legislative, including bills, laws, statutes, and codes; the official records and minutes of Congress; publications of House and Senate committees; calendars of legislation-in-progress for the House committees; calendars of legislation-in-progress for the House of Representatives and the Senate; and publications on parliamentary procedures;
- b) judicial, including calendars, rules, reports, and decisions; and
- c) executive and administrative, including messages, proclamations, and executive orders; departmental reports, bulletins, circulars, periodicals, regulations, and decisions; directories; and Library of Congress publications.

The National Library of Canada's collection contains all of the above types of publications. The sections below highlight some of the major guides, reference tools, and publications which are available.

## GENERAL

United States. Superintendent of Documents. *Monthly Catalog of United States Government Publications*.  
Washington, D.C.: Government Printing Office, 1895- .

The *Monthly Catalog* is published by the Superintendent of Documents, which is also responsible for the sale of government publications and the distribution of publications to depository libraries and to members of Congress. It was first issued in 1895 and has undergone six title changes. Since 1947 it has been arranged alphabetically by issuing agency and it now contains over 20 000 entries annually. Congressional publications are subdivided by form (i.e., serial set, laws, documents, reports) and by issuing body (i.e., House and Senate committees).



Access is provided to the entries in the catalogue through separate author, title, subject, series/report, contract number, stock number, and title keyword indexes. For further ease of access, the monthly indexes are cumulated in semi-annual and annual indexes.

The *Monthly Catalog* does **not** list individual bills by number, individual patent specifications, Supreme Court decisions, federal specifications and standards, Defense Supply Agency regulations, army regulations, individual maps and charts. For technical reports, the NTIS's abstracting and indexing tools must be used. Individual issues of periodicals and press releases are not indexed.

A *Cumulative Subject Index*, covering the years 1900-1971, was published in 1973-1975. Two decennial cumulative indexes covering the years 1941-1950 and 1951-1960, two decennial cumulative personal author indexes covering the same periods, and two quinquennial ones, covering the years 1961-1965 and 1966-1970, are also available.

#### **National Library holdings:**

Depository, 1969-1975; non-depository, 1953-1975 (microprint); 1981- , excluding agriculture and defense (microfiche).

Accessible on-line through DIALOG.

### **LEGISLATIVE OR CONGRESSIONAL PUBLICATIONS**

There is no official gazette in the United States. Information usually published in official gazettes is found in the two publications listed here.

United States. Congress. *Congressional Record*. 1873- .  
Washington, D.C.: Government Printing Office, 1873- .

Congressional debates were first reported in the *Annals of Congress* (1789-1824), followed by the *Register of Debates* (1824-1937) and the *Congressional Globe* (1833-1973). The *Congressional Record* (1873- ) is issued daily when Congress is in session and includes a fortnightly index. It consists of four sections: the Proceedings of the House and of the Senate; the Extensions of Remarks, also known as the Appendix until the 90th Congress, 2nd session, which includes newspaper articles, poetry, tributes, reprints from books and magazines; and the Daily Digest which includes "Highlights" and actions of the legislative day.

#### **National Library holdings:**

1789-1935, 1945- (printed), 1930-1939 (microfilm).

Accessible on-line through DIALOG.

United States. National Archives and Records Service. *The Federal Register*. Vol. 1 (Mar. 1936)- . Washington, D.C.: United States, National Archives and Records Service.

Since its creation in 1935, it has on a daily basis included all executive orders, proclamations, other edicts of the president of the United States, rules and regulations of the executive departments and agencies and of the independent establishments. It is supplemented by the *Code of Federal Regulations*, a codification of all orders, rules and regulations still in force. The *Code of Federal Regulations* is divided into 50 titles representing broad subject areas.

#### **National Library holdings:**

Complete, 1936- (printed).

Accessible on-line through DIALOG.

Various standing, joint, select or special committees of the House and Senate issue a large quantity of documents which are not always easily accessible because of a lack of uniformity in printing and distribution.

Most of them can be found by using the indexes below.

United States. Congressional Information Service. *CIS US Index of Congressional Committee Hearings*. 74th Congress, 1935- . Washington, D.C.: Congressional Information Service, 1982- .

Public notice of hearings is given in the *Congressional Record*. Hearings are either investigatory or pursuant to legislation and contain a transcript of testimony given before congressional committees. They have no consistent serialization. Some are designated alphabetically, others numerically. Some run through a session, others through a Congress. In this index, an abstract of testimony with reference to page numbers is given. For research prior to the publication of this index in 1970, the *Monthly Catalog*, the *Index of Congressional Committee Hearings* (1869-1934) with its supplement (1839-1934), and the *Cumulative Index of Congressional Committee Hearings* (1935-1959) can be used.

#### **National Library holdings:**

Complete, 1839-1969 (microfiche).

United States. Congressional Information Service. *CIS US Congressional Committee Prints Index: From the Earliest Publications through 1969*. Washington, D.C.: Congressional Information Service, 1980.

Committee prints are the background information for congressional committees. They are printed in limited quantity and sometimes are revised, re-issued as documents or reports and included in the *CIS US Serial Set*. As is the case with committee hearings, they are often issued without series designation or numbering (unless they are included in the *CIS US Serial Set*) and therefore are most easily researched by name of committee, subcommittee, individual or by subject.

#### **National Library holdings:**

Complete, 1789-1969 (microfiche).

United States. Congressional Information Service. *CIS US Serial Set*. 1789- . Washington, D.C.: Congressional Information Service, 1977- .

It includes two categories of congressional publications: House and Senate reports (i.e., miscellaneous reports on public and private bills, special reports which have an investigatory function or study a matter of public interest), and House and Senate documents (i.e., materials that originate in Congress, in executive departments, in independent agencies, or in organizations outside the government that are required by law to submit annual reports to Congress).

#### **National Library holdings:**

Incomplete, 1789-1915, 1925-1969 (microfiche).

When a bill becomes an act it is published as a single sheet or a pamphlet. It is known as a slip law and is assigned a public law number. At the end of each session, slip laws are bound and become *United States Statutes at Large* (until 1936 they were first published as *Session Laws*), which in turn become codified in the *United States Code*. The *Statutes at Large* relate to the *United States Code* in the same way that the *Federal Register* relates to the *Code of Federal Regulations*. Together they include the laws passed by Congress and signed by the president, and the administrative laws pursuant to the action of the legislature.

United States. Laws, statutes, etc. *United States Statutes at Large*. Vol. 1, (1789/1845)- . Washington, D.C.: Government Printing Office.



This publication is primarily a compilation of public and private laws; however, it also includes presidential materials, such as proclamations, executive orders, and reorganization plans. Only the public, general and permanent laws in force are included in the *United States Code*, which was first published in 1926 and is revised every six years. Like the *Code of Federal Regulations*, it is also divided into 50 titles.

**National Library holdings:**

Complete, 1789-1972 (microfiche).

United States. Congressional Information Service.  
*CIS/Index*. 1970- . Washington, D.C.: Congressional  
Information Service, 1971- .

This index provides abstracts and current, comprehensive access by subject, name of witness, individual and corporate author, title, bill, law and report number to the contents of the entire spectrum of congressional working papers published as committee hearings, prints, documents, reports, laws and other special publications.

**National Library holdings:**

Complete, 1970- (microfiche).

Accessible on-line through DIALOG.

**STATISTICAL PUBLICATIONS**

The Library holds general material of research value in this category. Census publications issued by the Bureau of the Census constitute, from 1850 to the present, a good retrospective collection at the National Library.

United States. Bureau of the Census. *Bureau of the Census  
Catalog of Publications*. 1790/1972- . Washington, D.C.:  
Bureau of the Census, 1974- .

It is an indispensable guide to all publications, data files and special tabulations issued by the Bureau. Geographical and subject indexes are provided. Since 1974 census publications have also been included in the *American Statistics Index*.

**National Library holdings:**

Incomplete, 1790-1979 (printed).

United States. Congressional Information Service.  
*American Statistics Index*. 1974- . Washington, D.C.:  
Congressional Information Service, 1974- .

The United States Government is the world's most important publisher of statistics on every aspect of life in America and on most matters of worldwide concern. ASI identifies the statistical data issued by all branches and agencies of the federal government. The index provides access by subject, name, category, title, agency report number. A guide to selected standard classifications is also included. Accession numbers refer the user to the abstracts.

**National Library holdings:**

Complete, 1974- (microfiche).

Accessible on-line through DIALOG.

**OTHER PUBLICATIONS**

*The Declassified Documents Retrospective Collection*. 3 vols. Washington, D.C.: Carrolton Press, 1976-1977. Continued by: *The Declassified Documents Quarterly Catalog*. 1975- .

In 1975, an executive order amended the regulations governing the handling of post-World War II classified American security information. Top secret, secret and confidential documents have since been declassified. Under the Freedom of Information Act, which also came into effect in 1975, additional documents were released. The material originates not only from the Central Intelligence Agency, the State Department, and the Department of Defense, but also from other organizations such as the National Security Council, the White House and the Federal Bureau of Investigation. The documents vary in size and scope, from telegrams, correspondence, and field reports to background studies and minutes of cabinet-level meetings.

The annual collections of documents are issued in quarterly installments and are composed of two basic elements: the text of the documents and the abstract and subject index (issued quarterly and cumulated yearly).

**National Library holdings:**

Complete, 1940?- (microfiche).

United States. Educational Resources Information Centre.  
*Resources in Education*. Vol. 10, no. 1 (Jan. 1975)- .

Washington, D.C.: National Institute of Education. Continues *Research in Education*.

The centre was established by the Office of Education as a nationwide information system. It serves and advances American education at all levels and in all fields. The publications made accessible include research reports, articles, theoretical papers, program descriptions, published and unpublished conference papers, newsletters, and curriculum guides; the full texts of these items are abstracted in *Resources in Education*.

### **National Library holdings:**

Complete, 1966- (microfiche).

Accessible on-line through DIALOG.

### **SOME REFERENCE AIDS**

Boyd, Anne Morris. *United States Government Publications*. 3rd ed. rev. by Rae Elizabeth Rips. New York: H.W. Wilson, 1949.

*Cumulative Title Index to United States Public Documents. 1789-1976*. Vols. 1-12. Compiled by Daniel W. Lester, Sandra K. Faull and Lorraine E. Lester. Arlington, Virginia: United States Historical Documents Institute, 1979-1981.

*Index to U.S. Government Periodicals. 1970-* , Chicago: Infodata International, 1978- .

Morehead, Joe. *Introduction to United States Public Documents*. Littleton, Co., 1975, 2nd ed., 1983.

United States. Congress. Joint Committee on Printing. *Official Congressional Directory*. 50th Congress, 1st session- . Washington, D.C.: Government Printing Office, 1888- . Incomplete.

United States. Office of the Federal Register. *The United States Government Manual, 1973/1974-* . Washington, D.C.: Government Printing Office, 1973- .

Zwim, Jerrold. *Congressional Publications: A Research Guide to Legislation, Budgets, and Treaties*. Littleton, Colorado: Libraries Unlimited, 1983.

Various departmental catalogues are also available at the National Library.

For further information, contact

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United States. Office of the Federal Register. The United States Government Manual, 1973/1974- . Washington, D.C.: Government Printing Office, 1973- .

Zwirn, Jerrold. *Congressional Publications: A Research Guide to Legislation, Budgets, and Treaties*. Littleton, Colorado: Libraries Unlimited, 1983.

La Bibliothèque nationale du Canada possède aussi les répertoires des publications de divers départements.

Pour de plus amples renseignements, communiquer avec

Division des publications officielles  
Bibliothèque nationale du Canada  
395, rue Wellington  
Ottawa, Canada  
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Téléphone: (613) 996-3842

## Fonds de la Bibliothèque nationale:

Complet, 1940?- (microfiches).

United States. Educational Resources Information Centre. *Resources in Education*. Vol. 10, no. 1 (Jan. 1975)- Washington, D.C.: National Institute of Education. Fait suite à: *Research in Education*.

Le centre a été créé par le bureau sur l'éducation (Office of Education) en tant que système national d'information. Il sert et promouvoit l'éducation à tous les niveaux et dans toutes les disciplines. Les publications accessibles comprennent des rapports de recherche, des articles, des thèses, des descriptions de programmes, des communications présentées à des conférences (publiées ou non publiées), des bulletins et des annuaires de cours; on trouve des résumés de ces documents dans *Resources in Education*.

## Fonds de la Bibliothèque nationale:

Complet, 1966- (microfiches).

Accessible en direct par l'entremise de DIALOG.

## OUVRAGES DE RÉFÉRENCE

Boyd, Anne Morris. *United States Government Publications*. 3rd ed. rev. by Rae Elizabeth Rips. New York: H.W. Wilson, 1949.

Cumulative Title Index to United States Public Documents. 1789-1976. Vols. 1-12. Compiled by Daniel W. Lester, Sandra K. Faulk and Lorraine E. Lester. Arlington, Virginia: United States Historical Documents Institute, 1979-1981.

Index to U.S. Government Periodicals. 1970- , Chicago: Infodata International, 1978- .

Morehead, Joe. *Introduction to United States Public Documents*. Littleton, Co., 1975, 2nd ed., 1983.

United States. Congress. Joint Committee on Printing. *Official Congressional Directory*. 50th Congress. 1st session- Washington, D.C.: Government Printing Office, 1888- . Incomplete.

Les collections annuelles de documents sont publiées sous forme de fascicules trimestriels et se composent de deux éléments principaux, soit le texte des documents et l'index par sujets comprenant des résumés analytiques (index trimestriels compilés une fois l'an).

En 1975, un décret modifiait le règlement régissant le traitement des renseignements protégés de la Deuxième Guerre mondiale. Depuis lors, on a supprimé la cote de certains documents confidentiels, secrets et très secrets. D'autres documents ont été rendus accessibles en vertu de la loi de l'accès à l'information (Freedom of Information Act) également entrée en vigueur en 1975. Ces documents viennent non seulement de la C.I.A., du département d'État et du ministère de la Défense, mais aussi d'organismes tels que le Conseil national de sécurité, la Maison Blanche et le F.B.I. Leur importance varie: télégrammes, correspondance, rapports techniques, études de base, procès-verbaux du Cabinet, etc.

*The Declassified Documents Retrospective Collection*. 3 vols. Washington, D.C.: Carrollton Press, 1976-1977. Suivi de: *The Declassified Documents Quarterly Catalog*. 1975- .

## AUTRES PUBLICATIONS

Accessible en direct par l'entremise de DIALOG.

Complet, 1974- (microfiches).

### Fonds de la Bibliothèque nationale:

Le gouvernement des États-Unis est le principal producteur de statistiques au monde. Ces statistiques touchent tous les aspects de la vie américaine et la plupart des questions d'intérêt international. Cet index donne accès aux statistiques émises par tous les services et organismes fédéraux à partir des sujets, normes, catégories, titres et numéros des rapports des organismes. Il est accompagné d'un guide expliquant certaines classifications normalisées. Les numéros d'entrée renvoient aux résumés analytiques.

United States. Congressional Information Service. *American Statistics Index*. 1974- . Washington, D.C.: Congressional Information Service, 1974- .

Incomplet, 1790-1979 (imprimés).

### Fonds de la Bibliothèque nationale:

United States. Laws, statutes, etc. *United States Statutes at Large*. Vol. 1, (1789/1845)- . Washington, D.C.: Government Printing Office.

Cette publication renferme surtout des lois publiques et privées, mais on y trouve aussi des documents présidentiels comme des proclamations, des décrets-lois et des plans de réorganisation. Seules les lois publiques, générales et permanentes encore en vigueur figurent dans le *United States Code*, publié pour la première fois en 1926 et révisé tous les six ans depuis. À l'instar du *Code of Federal Regulations*, il se divise en 50 titres.

### Fonds de la Bibliothèque nationale:

Complet, 1789-1972 (microfiches).

United States. Congressional Information Service. *CIS/ Index*. 1970- . Washington, D.C.: Congressional Information Service, 1971- .

Cet index renferme des résumés analytiques et donne accès au contenu de tous les types de documents de travail du Congrès: comptes rendus d'audiences de comités, imprimés, documents, rapports, lois et autres publications spéciales. Ces résumés analytiques sont classés d'après les sujets, les noms des témoins, les auteurs individuels ou collectifs-auteurs, les titres et les numéros des projets de loi, des lois et des rapports.

### Fonds de la Bibliothèque nationale:

Complet, 1970- (microfiches).

Accessible en direct par l'entremise de DIALOG.

### PUBLICATIONS STATISTIQUES

La Bibliothèque nationale possède des publications statistiques générales ayant une valeur permanente. Ces publications, produites par le bureau de recensement (Bureau of the Census) de 1850 à nos jours, constituent une excellente collection rétrospective.

United States. Bureau of the Census. *Bureau of the Census Catalog of Publications*. 1790/1972- . Washington, D.C.: Bureau of the Census, 1974- .

Ce guide est indispensable pour localiser les publications, fichiers informatiques et tables spéciales du bureau. Il est accompagné d'index par sujets et par noms géographiques. Depuis 1974, les publications du recensement sont également incluses dans l'*American Statistics Index*.



## Fonds de la Bibliothèque nationale:

Complet, 1839-1969 (microfiches).

United States. Congressional Information Service. *CIS US Congressional Committee Prints Index: From the Earliest Publications through 1969*. Washington, D.C.: Congressional Information Service, 1980.

Les imprimés des comités constituent la documentation de base des comités du Congrès. Leur tirage est limité. Ils sont parfois révisés, réimprimés sous forme de documents ou de rapports et inclus dans le *CIS US Serial Set*. Tout comme les audiences, ils n'ont souvent aucune désignation alphabétique ou numérique (à moins qu'ils ne figurent dans le *CIS US Serial Set*); il est donc plus facile de les chercher d'après le nom du comité, du sous-comité, de la personne, ou d'après le sujet.

## Fonds de la Bibliothèque nationale:

Complet, 1789-1969 (microfiches).

United States. Congressional Information Service. *CIS US Serial Set*, 1789- . Washington, D.C.: Congressional Information Service, 1977- .

Il comprend deux types de publication du Congrès: les rapports de la Chambre et du Sénat (rapports divers sur des projets de loi publics et privés, rapports d'enquête ou rapports spéciaux sur des questions d'intérêt public) et d'autres documents de ces deux assemblées (documents provenant du Congrès, de ministères, d'organismes indépendants ou d'organismes non gouvernementaux obligés par la loi de soumettre des rapports annuels au Congrès).

## Fonds de la Bibliothèque nationale:

Incomplet, 1789-1915, 1925-1969 (microfiches).

Lorsqu'un projet de loi est adopté, on le publie sous forme de feuille simple ou de brochure et on lui attribue un numéro de loi publique. À la fin de chaque session, ces documents sont reliés et deviennent les *United States Statutes at Large* (jusqu'en 1936 ils étaient d'abord rassemblés sous le titre *Session Laws*), qui sont à leur tour incorporés dans le *United States Code*. Les *Statutes at Large* sont au *United States Code* ce que le *Federal Register* est au *Code of Federal Regulations*. Ensemble, ils couvrent toutes les lois votées par le Congrès et signées par le président, ainsi que les lois administratives découlant des travaux du corps législatif.

## Fonds de la Bibliothèque nationale:

1789-1935, 1945- (imprimés), 1930-1939 (microfilms).

Accessible en direct par l'entremise de DIALOG.

United States. National Archives and Records Service. *The Federal Register*. Vol. I (Mar. 1936)- . Washington, D.C.: United States, National Archives and Records Service.

Depuis sa création en 1935, il contient chaque jour tous les décrets-lois, proclamations et autres décrets du président des États-Unis, les règlements des ministères, organismes d'exécution et établissements indépendants. Il est complété par le *Code of Federal Regulations* qui renferme tous les décrets et règlements encore en vigueur. Il se divise en 50 titres correspondant à de vastes sujets.

## Fonds de la Bibliothèque nationale:

Complet, 1936- (imprimés).

Accessible en direct par l'entremise de DIALOG.

Divers comités permanents, conjoints, spéciaux ou commissions d'enquête de la Chambre et du Sénat publient de nombreux documents auxquels il n'est pas toujours facile d'avoir accès à cause d'un manque d'uniformité dans l'impression et la distribution.

La plupart d'entre eux peuvent être localisés au moyen des index suivants.

United States. Congressional Information Service. *CIS US Index of Congressional Committee Hearings*. 74<sup>th</sup> Congress, 1935- . Washington, D.C.: Congressional Information Service, 1982- .

Le public est avisé des audiences par le *Congressional Record*. Celles-ci ont lieu dans le cadre d'enquêtes ou en vertu de la loi et contiennent une transcription des témoignages reçus par les comités du Congrès. Elles ne forment pas une série continue. Certaines sont désignées par des lettres, d'autres par des numéros. Certaines durent une session, d'autres se prolongent durant un mandat complet du Congrès. Cet index donne un résumé de chaque témoignage et les numéros de page correspondants. Pour les recherches sur des audiences non couvertes par cet index publié en 1970, on peut consulter le *Monthly Catalog, Index of Congressional Committee Hearings* (1869-1934) et son supplément (1839-1934), et le *Cumulative Index of Congressional Committee Hearings* (1935-1959).

se subdivisent suivant leur type (publications en série, lois, documents, rapports) et l'organisme éditeur (comités de la Chambre et du Sénat). On a accès aux notices à l'aide d'index distincts classés par auteurs, titres, sujets, collections/rapports, numéros de contrat, numéros de nomenclature et mots-clés. Pour les rendre encore plus accessibles, on dresse des index semestriels et annuels à partir des index mensuels.

Le *Monthly Catalog* n'indique pas les projets de loi individuels par numéros, les descriptions de brevet individuelles, les décisions de la Cour suprême, les normes et les spécifications fédérales, les règlements de l'armée et de la D.S.A. (Defense Supply Agency), les cartes et plans individuels. Pour les rapports techniques, il faut consulter les index et les résumés analytiques du NTIS. Les numéros de périodiques et les communiqués de presse individuels ne sont pas indexés.

Une table cumulative des matières (1900-1971) a été publiée de 1973 à 1975. Il existe aussi deux index cumulatifs décennaux (1941-1950 et 1951-1960), deux autres index couvrant les mêmes périodes classés par auteurs cette fois, et deux index quinquennaux (1961-1965 et 1966-1970).

### Fonds de la Bibliothèque nationale:

Publications du dépôt légal, 1969-1975; publications non reçues en vertu du dépôt légal, 1953-1975 (microcopies imprimées); 1981- , excluant agriculture et défense (microfiches).

Accessible en direct par l'entremise de DIALOG.

### PUBLICATIONS DU CORPS LÉGISLATIF OU DU CONGRÈS

Il n'existe pas de gazette officielle aux États-Unis. Elle est remplacée par les deux publications suivantes.

United States. Congress. *Congressional Record*.  
1873- . Washington, D.C.: Government Printing Office,  
1873- .

Les débats du Congrès ont d'abord été consignés dans les *Annals of Congress* (1789-1824), ensuite dans le *Register of Debates* (1824-1937), puis dans le *Congressional Globe* (1833-1973). Le *Congressional Record* (1873- ) est publié quotidiennement lorsque le Congrès siège. Il se compose de quatre sections: les délibérations de la Chambre et du Sénat, les "Extensions of Remarks", (s'appelaient "Appendix" jusqu'au 90<sup>e</sup> Congrès, 2<sup>e</sup> session) comprenant articles de journaux, poésie, hom-mages, nouveaux tirages de livres et de magazines ainsi que le *Daily Digest* décrivant les faits saillants de la séance. Il comprend un index bimensuel.

**Publications  
officielles fédérales  
des États-Unis  
Guide des collections**

Ottawa  
1984







# Publications officielles fédérales des États-Unis Guide des collections

